

CITY GOVERNMENT

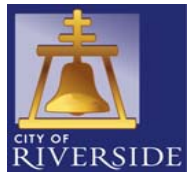
The City of Riverside was incorporated in 1883 and operates under the Council-Manager form of government established by City Charter in 1953. Seven members make up the City Council, elected for four-year terms by geographically designated wards (districts). The Mayor is elected at large and serves as Presiding Officer of the Council, interprets policies and programs to the community, and serves as official head of the City for ceremonial purposes. The Mayor has a voice in all Council proceedings but votes only to break a City Council tie-vote. Members of the Council select a representative from among themselves to serve as Mayor Pro-Tempore. The City Council appoints the City Manager, City Attorney and City Clerk in conformance with the City Charter.

The City's total budget of \$790.3 million reflects a regular full time staff of approximately 2600. The City provides all traditional municipal services and also operates electric and water utilities, a municipal airport, library, and museum.

The City Manager indirectly supervises all City departments. Assistant City Managers supervise the departments of Public Utilities, Police, Public Works, Fire, General Services, Human Resources, Information Technology, Museum, Library, Community Development, Development, Airport, and Parks, Recreation and Community Services, as well as the City's financial operations.

Riverside emphasizes public participation through 17 advisory boards and commissions which review issues and make recommendations on a broad range of topics.

APPLICATION AND SELECTION PROCESS



An Equal Opportunity Employer

APPLY ONLINE: www.riversideca.gov/human

Marni Noll
Human Resources Department
3780 Market St., Riverside, CA 92501
(951) 826-5715—Fax (951) 826-2552

Applications will be accepted until the position is filled. Review of applications will begin immediately.
To be considered, please submit an on-line City application available at: www.riversideca.gov/human.

Applications will be reviewed in relation to the criteria outlined in this brochure. Applications will be screened and successful candidates may be invited to compete in the selection process. Candidates meeting the minimum qualifications will be placed on an eligibility list which will remain in effect for six months. The eligibility list may be terminated or extended dependent upon supply and demand needs. Riverside does not reimburse candidates for any expenses incurred as a result of this recruitment.

Our core values are integrity and credibility; commitment to service and action; accountability, inclusiveness and diversity; loyalty, personal growth, innovation and teamwork.

The City of Riverside

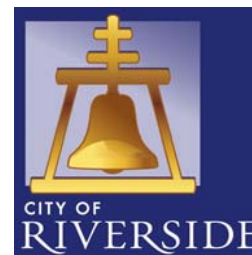
We are seeking a dynamic professional to serve as

Associate Engineer

(Transportation Design)

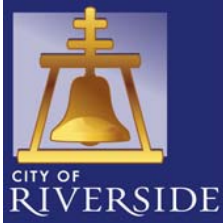
Public Works

Annual Salary Range: \$70,728—\$85,968*



Be a part of this exciting, creative and cooperative environment where you can make a difference. This is an exceptional leadership opportunity in a fast-paced, technologically-oriented and community-focused organization.

THE POSITION



Engineering Division: Under general supervision, to perform professional municipal engineering work in the design, investigation and construction of public works improvement projects, such as street, storm drain and sewer improvement projects; and to do related work as required. As incumbents progress through this job series, projects become considerably more technically demanding.

The current opening is in the Transportation Engineering Section of the Engineering Division.

EXAMPLE OF DUTIES

Typical duties of the position may include, but are not limited to:

- Prepare plans, specifications, cost estimates and bid proposal documents for construction of a variety of public works projects, particularly involving street, storm drain, sewer, landscaping and irrigation facilities.
- Utilize AutoCAD and other civil engineering design software to prepare construction plans.
- Implement principals of hydrology and hydraulics as they apply to the design and construction of storm drain and sewer facilities.
- Implement principals of civil engineering as they apply to the geometrics and alignments of streets and highways.
- Implement principals of surveying as they apply to the design and construction of public works projects, such as reading and interpretation of topographic maps, legal descriptions, subdivision maps and records of survey.
- Coordinate public works projects with affected entities including other City departments, other governmental agencies, residents, and utility companies.
- Prepare project schedules based on critical path method, using Microsoft Project or comparable software.
- Assist in the preparation of the section budget and evaluation of funding and expenditures for projects.
- Communicate clearly and effectively, in writing and orally.
- Effectively and diligently respond to public inquiries from residents, contractors, consultants and other staff members.
- Prepare applications for federal and state grants.
- Prepare technical reports including environmental impact analysis, economic feasibilities, budget analysis, engineering guidelines and procedures.
- Perform research activities pertaining to industry standards.
- Perform other duties as assigned.

EDUCATION AND EXPERIENCE

Education: A Bachelor's degree in civil engineering or in a closely related area from an accredited college or university.

Experience: Two years of experience in professional engineering work comparable to that of Assistant Engineer in the City of Riverside. An Engineer-in-Training Certificate or Professional Engineer's license is highly desirable.

COMPENSATION AND BENEFITS

- **The annual salary range for this position is \$70,728—\$85,968.***
- **Hiring Incentives for this position may include: \$1,000 upon signing and \$3,500 upon successful completion of the probationary period. See our website for more details.**
- **Retirement—**The City is a member of the State of California Public Employee's Retirement System (PERS) and provides employees with the 2.7% @ 55 formula. The City also pays the employee's contribution toward the plan.
- **Health Insurance—**The City offers seven health insurance plans and contributes up to \$800 per month for employee and dependent coverage.
- **Dental Insurance—**The City provides three dental insurance plans and contributes up to \$45 per month.
- **Life Insurance—**The City provides and pays for term life insurance.
- **Leave Benefits—**Includes all typical vacation, sick leave, bereavement leave and holiday benefits.

**Appointment may be made at any step contingent upon qualifications of the candidate.*

THE COMMUNITY



Recently named one of "America's Most Livable Communities", Riverside is the largest city within one of the fastest growing regions in the country. As the 12th largest city in California, Riverside has a diverse population of approximately 300,000, covering over 85 square miles. Strong elected, civic, and business leadership has enabled a diversified economy, balanced land uses, quality developments, cultural amenities, and a progressive outlook that supports the community today and well into its promising future.

The City is centrally located in the Inland Empire Region approximately 60 miles east of Los Angeles and 100 miles north of San Diego. As the City has continued to develop into one of the most economically powerful cities in Southern California, it has maintained its historic virtues and cultural roots.